

**EFFECTIVE**

Upon Receipt.

**SUBJECTS**

1. Adult Services Forms
2. Children's Foster Care Forms

**1) ADULT SERVICES  
FORMS****Added/Updated  
Forms**

The following forms are added or updated:

- DCH-0092, Hearing Request Form (rev. 11/05).
- DHS-390, Adult Services Application (rev. 3/07).
- DHS-566, Recoupment Letter for Home Help (new 4/07).
- DHS-567, Recoupment Letter for AFC/HA (new 2/07).
- DHS-721, Personal Care Services Provider Log (rev. 3/06).
- DHS-1212, Advanced Negative Action Notice (renamed from Services Negative Action Notice) (rev. 6/06).
- DHS-1212A, Adequate Negative Action Notice (rev. 6/06).
- DHS-4771, Authorization for Withholding of FICA Tax in Home Help Payments (9/05).

**Obsolete Forms**

The personal care supplement has changed to the MI AuthentiCare System. The following invoice forms are now obsolete:

- DHS-2353, Adult Foster Care/Home for Aged Invoice/Adjustment (system generated).
- DHS2353X, Adult Foster Care/Home for Aged Invoice/Adjustment.

**2) CHILDREN'S  
FOSTER CARE  
FORMS**

Numerous forms referred to in the Children's Foster Care (CFF) manual are added or exhibits updated in the RFF. Cross-reference links are added from CFF items to the RFF items.

---

**MANUAL  
MAINTENANCE  
INSTRUCTIONS****Added Items ...**

RFF 0092  
RFF 176SP  
RFF 176SWSS  
RFF 566  
RFF 567  
RFF 721  
RFF 1212  
RFF 1212A  
RFF 4771

**Changed Items (content changes) ...**

RFF 30  
RFF 54A  
RFF 65  
RFF 66  
RFF 67  
RFF 68  
RFF 90  
RFF 145  
RFF 146  
RFF 176  
RFF 221  
RFF 261  
RFF 266  
RFF 269  
RFF 350  
RFF 352  
RFF 365  
RFF 366  
RFF 390  
RFF 432  
RFF 470  
RFF 470A  
RFF 626  
RFF 634  
RFF 719  
RFF 1662  
RFF 1664  
RFF 1945

**RFF 3185  
RFF 3198A  
RFF 3205  
RFF 3377  
RFF 3472  
RFF 3600  
RFF 3762  
RFF 3813  
RFF 4713  
RFF 4714**

**Changed Items (link changes only) ...**

**RFF 5S  
RFF 31  
RFF 69  
RFF 133A  
RFF 147  
RFF 148  
RFF 149  
RFF 433  
RFF 434  
RFF 435  
RFF 1171  
RFF 1291  
RFF 1354  
RFF 1582  
RFF 4583**

**Deleted Items ...**

**RFF 1211  
RFF 2353X**